

JOHN A. LOGAN COLLEGE
Carterville, Illinois

Minutes of the regular meeting of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, State of Illinois, held in the Robert L. Mees Center at Carterville, Illinois, on Tuesday, October 27, 2020, commencing at 7:00 p.m. Per the COVID-19 Executive Order issued by the Governor of the State of Illinois, the meeting was open to the public via video conference.

The meeting was called to order by Chair Bill Kilquist.

The Chair directed the recording secretary to call the roll.

Rebecca Borgsmiller	-- present
Ray Hancock	-- present
Bill Kilquist	-- present
Mandy Little	-- present
Glenn Poshard	-- present
Jake Rendleman	-- present
Aaron Smith	-- present
Joshua Payne	-- present

Also present were President Ron House, Rhett Barke, legal counsel, Vice-Presidents Melanie Pecord and Brad McCormick, Susan May, recording secretary to the Board of Trustees, Scott Elliott, executive director of integrated technology, Clay Brewer, executive director of human resources, Cheryl Thomas and Bradley Griffith, co-chairs of the Presidential Search Screening Committee.

Chair Kilquist led the Board in the Pledge of Allegiance.

RECOGNITION OF PRESIDENTIAL SCHOLARS

President Ron House recognized the 2020-2021 Presidential Scholars: Elizabeth Froemling (Ava), Nathan Headd (Marion), Joshua Jean (Marion), Hoyt Marshall Lindsay (Creal Springs), and Alana Jo Lee Noonan (Creal Springs). The criteria for the selection of Presidential Scholars include a currently enrolled full-time student that has attained sophomore status, accumulated 31 semester hours, and held a perfect 4.0 grade point average for three consecutive semesters as a full-time student. Each student will receive a plaque and a \$500 award. President House congratulated the students for this distinct honor.

MINUTES OF THE SEPTEMBER PUBLIC HEARING AND REGULAR MEETING

Trustee Hancock requested that the September regular meeting minutes be amended to include his comments regarding the CDB West Lobby Expansion Building Project. The Board consented to table this item and present the amended minutes for approval in November.

MINUTES OF THE OCTOBER SPECIAL MEETING

Minutes of the October 20, 2020, special meeting were previously distributed.

Jake Rendleman and Glenn Poshard moved and seconded that the Board of Trustees approve the minutes of the October 20, 2020, special meeting.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4144)

CONTENT OF CLOSED SESSION MINUTES OF OCTOBER SPECIAL MEETING

Closed session minutes of the October 20, 2020, special meeting were previously distributed.

Aaron Smith and Mandy Little moved and seconded that the Board of Trustees approve the content of the closed session minutes of October 20, 2020.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4145)

TREASURER'S AND FINANCIAL REPORT (Appendix I)

The treasurer's and financial report for the period ending August 31, 2020, was previously distributed.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees approve the treasurer's and financial report for the period ending August 31, 2020.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4146)

EXPENDITURE LIST (Appendix II)

The expenditure list for the period ending September 30, 2020, was previously distributed.

Glenn Poshard and Jake Rendleman moved and seconded that the Board of Trustees approve the expenditure list for the period ending September 30, 2020.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4147)

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

There were no public comments or questions.

BOARD OF TRUSTEES REPORTS

A. Comments by Board Chair

No comments at this time.

B. Athletics Advisory Committee

No report.

C. Building, Grounds, and Safety Committee

Trustee Jake Rendleman reported that the Building, Grounds, and Safety Committee met on October 13 to review and discuss the 2021 ICCB RAMP Project Submissions. The RAMP project submission occurs annually and was re-engineered last year by a committee of Illinois chief business officers, including Vice-President McCormick. All three projects have previously been submitted to the state, and if approved for funding, would require a 25 percent local match. The Board Building, Grounds, and Safety Committee prioritized the projects presented in the Consent Agenda for approval.

D. Board Policy Committee

Trustee Mandy Little reported that Board Policy 4120 had been adjusted in 2016 without going through the proper approval protocols per Board Policy. In 2016, several policies were reviewed and updated in preparation for the 2017 Higher Learning Commission visit. During this time, the vice-president for administration position was removed from Board Policy 4120 as a title update because the position was vacant. Trustee Little reported that this policy would be returned to the original language before the change in 2016. No vote would be required to return the policy to the original language, and Trustee Little would like the Board Policy Committee to complete a review of policies adjusted as title updates during that time.

E. Budget and Finance Committee

No report.

F. Integrated Technology Committee

Trustee Borgsmiller reported that the Committee did not meet due to a lack of agenda items.

G. Illinois Community College Trustees Association (ICCTA)

Trustee Mandy Little reported that the next ICCTA meeting is scheduled for November 13 in Schaumburg, Illinois. The seminar will discuss ACCT's Diversity, Equity, and Inclusion program. Executive Director of ICCTA Jim Reed will be on campus on October 29 to present the Gandhi/King Peace Scholarship award to Ms. Ragini Jenkins. This award would traditionally be presented at the June ICCTA banquet for ICCTA that was canceled due to COVID-19.

H. John A. Logan College Foundation

Trustee Jake Rendleman reported that the John A. Logan College Foundation Golf Classic was a success, with 32 teams participating on October 2 at the Crab Orchard Golf Course. A total of \$31,840 was raised, with \$28,100 from sponsorships. Fall Scholarships have been awarded, and the application for spring scholarships is now available online. The Foundation Office has relocated to Office G219D due to the electrical fire.

I. Student Trustee

Student Trustee Joshua Payne reported that Student Senate would be accepting monetary donations for the Thanksgiving Food Drive and Angel Tree Gift Drive. The Financial Aid Office and the Student Success Center have been asked to nominate students for the food drive. The Student Senate is hopeful to give approximately 15-20 grocery gift cards to students and donate 15 percent of the funds to assist students in the Adult Basic and Secondary Education GED

program. Organizations that have traditionally worked with the College on the Angel Tree Gift Drive have communicated a higher need this year. All the funds received for the Angel Tree Gift Drive will be evenly donated to each organization to assist families this year. A six-credit hour tuition waiver for Spring 2021 was donated by the administration and will be raffled off with proceeds donated to the Angel Tree Gift Drive. The deadline to contribute to both projects is Monday, November 16. Trustee Jake Rendleman asked Mr. Payne to share the donation information with the Board of Trustees.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Association President Robert McKenzie reported that the Faculty Association approved a memorandum of understanding for the Spring 2021 semester. Due to the COVID-19 and fire restrictions, this agreement will allow full-time faculty to teach in an online scheduled course modality from the classroom or office that will count towards the 20 percent face-to-face instruction requirement listed in their contract. The understanding is that interaction with students would be available during this time. The MOU also stated that office hours may be scheduled online.

B. Adjunct Faculty Association Report

No report.

C. Logan Operational Staff Association Report

No report.

OFFICERS' REPORTS

Instructional and Student Support Services

Vice-President Pecord reported that the Instructional Division is making preparations for all coursework to go online after Thanksgiving break. Spring semester advisement begins November 2, and meetings with high schools have continued regularly through Zoom. Trustee Little asked about dual credit, and Dr. Pecord responded that numbers were up in dual enrollment, but she did not have a current report with detailed numbers. Trustee Hancock asked for information regarding vocational centers. There was some discussion regarding a vocational center coming to the area, but no details were available.

Insurance and Facility Updates on Fire Incident

Vice-President McCormick reported that the Athletic offices, gymnasium, and multi-purpose room were released for reoccupation. ServPro completed their work in F118 and F119, which is now occupied by the Business Office and Student Services. ServPro continues to use some of the conference center space to store file cabinets and office equipment. Work in O'Neil Auditorium is complete but will not be accessible until B-wing finishes have been replaced. Hopefully, this entire area can be reoccupied in January. The Library cleaning is done, and an air sample will be conducted this week. ServPro will be concentrating its efforts on the core area C-wing first and second floor. The furniture will be shipped to the offsite store location for cleaning and storage.

The College has incurred approximately \$4 million in costs thus far on this claim, and there will be more to come. A check for \$2 million was received from the insurance carrier covering the first invoice from ServPro plus additional costs. There was quite a delay in receiving the first check, and work was shut down for approximately 1-1/2 weeks waiting on payment. If an additional payment is not received by Friday, it may be necessary for the College to advance funds to prevent another work stoppage. The College is under obligation by the Illinois Payment and Collection Act to pay invoices within 30 days of receipt. The most recent two-week invoice received from ServPro was just under \$500,000. The College is working with legal counsel to improve communication with the primary insurance carrier.

Health Screening Survey

Vice-President McCormick reported that the Office of Institutional Research distributed an electronic survey to the campus to gauge how employees felt about the street-side screening process. Employees were in favor of this method over other methods on a two-to-one margin. When employees were asked how effective they thought it was, the overall response was somewhat effective. The College is sensitive to employees' feelings regarding their safety and will be evaluating the responses to the survey. At this point, funding for this screening is provided through the CARES and GEERS Act, but this funding will run out. We are currently working on a plan for the spring semester.

Financial Audit

Many community colleges, including John A. Logan, have filed for an audit extension since audit guidelines for the CARES Act funds have not been established. Typically, audit presentations occur in October or November but will most likely happen in January due to the extension.

Fall Enrollment Comparison

President Ron House reported on Fall 2020 opening enrollment numbers in comparison to peer institutions and neighboring institutions. Opening headcount enrollment, compared to peer institutions, was reported as follows: John A. Logan College (-11.1%), Illinois Eastern (-17.5%), Illinois Valley (-15%), Kankakee (-13.7%), Lake Lane (-13.5%), Lewis and Clark (-27%), and McHenry County (+4.6 %). Headcount enrollment, compared to neighboring institutions, was reported as follows: John A. Logan College (-11.1%), Kaskaskia (-14.3%), Rend Lake (-21.2%), Shawnee (+8.6%), Southeastern Illinois (-27.1%), and Southwestern Illinois (-18.8%). The statewide average enrollment is down 13.7 percent. Based on these comparisons, John A. Logan College has done better than most, which can be attributed to all of the hard work everyone has done in recruiting students.

CONSENT AGENDA

A. Statement of Final Construction Compliance (Appendix III)

President House recommended that the Board of Trustees approve the Statement of Final Construction Compliance for the projects listed below:

Project Name	Project Budget	Actual Expenditures
Logan Fitness Accessibility Renovations	\$132,327.00	\$156,841.85
Building A & B Replacement of Lift Stations	\$52,000.00	\$72,860.00

B. Protection, Health, and Safety Project Approval for 2020 Tax Levy – Electrical System and Transformer Upgrades (Appendix IV)

President House recommended that the Board of Trustees approve the Protection, Health, and Safety project included as Appendix IV for inclusion in the 2020 Tax Levy and authorize the administration to solicit bids for the work to be awarded at a future board meeting.

C. Award of Bids for Finishes Replacement in Building “B” (Appendix V)

President House recommended that the Board of Trustees award the bid for finishes replacement in Building “B” to W.F. Stift, in the amount of \$126,500 for the base bid, plus alternate 1 for \$5,700, for a total award of \$132,200.

D. Approval of FY2021 Ramp Projects (Appendices VI, VII, and VIII)

President House recommended that the Board of Trustees approve the FY2021 Resource Allocation and Management Plan and authorize the administration to submit the projects to ICCB and the IBHE in the order presented with appropriate signatures.

- i. First & Second Floor Student Life Building C and Library Remodel
- ii. Upper "C" Wing Instructional Renovations
- iii. Parking Lots A, C, and Adjacent Roadways Resurfacing

Jake Rendleman and Mandy Little moved and second that the Board of Trustees approve Items A – D of the Consent Agenda as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4148)

OLD BUSINESS

A. Revisions to Board Policy (Appendix IX)

President House recommended that the Board of Trustees approve the revision to Board Policy 5520, Policies for Adult and Community Education Personnel, as presented in Appendix IX.

Mandy Little and Aaron Smith moved and seconded that the Board of Trustees approve the revision to Board Policy 5520 as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4149)

NEW BUSINESS

A. Resolution Calling Bond Issue Notification Act Hearing (Appendix X)

President House recommended that the Board of Trustees approve the resolution calling a public hearing concerning the intent of the Board of Trustees of the Community College District to sell \$10,350,000 Funding Bonds for the purpose of paying claims against said Community College District.

Mandy Little and Glenn Poshard moved and seconded that the Board of Trustees approve the resolution as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4150)

B. Resolution Declaring the Intention to Issue Funding Bonds (Appendix XI)

President House recommended that the Board of Trustees approve the resolution setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds for the purpose of paying claims against the Community College District No. 530, and directing that notice of such intention be published as provided by law.”

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees approve the resolution as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4151)

EXECUTIVE SESSION

Chairman Bill Kilquist stated it was desirable to adjourn into an executive “closed” session pursuant to 5 ILCS 120-2(c) to discuss the appointment, employment, compensation, and/or performance of specific employees of the public body.

Mandy Little and Aaron Smith moved and seconded that the Board of Trustees adjourn into an executive “closed” session.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4152)

The meeting was declared in closed session at 8:00 p.m.

The meeting was declared back in regular session at 8:57 p.m.

PERSONNEL

Non-Teaching Professional Staff

President House recommended the appointment of Stacy Buckingham as interim vice-president for business services and college facilities, including the position of treasurer for the Board of Trustees and John A. Logan College Foundation effective January 1, 2021, through December 31, 2021.

Mandy Little and Aaron Smith moved and seconded that the Board of Trustees approve the appointment of Stacy Buckingham as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4153)

President House recommended that Jeremy Sargent be employed as a full-time, grade IX, construction project manager effective November 16, 2020.

Mandy Little and Jake Rendleman moved and seconded that the Board of Trustees approve the employment of Jeremy Sargent as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4154)

President House stated that there was no recommendation for a full-time, grade III, disability support services coordinator and asked that it be pulled from the agenda.

Adjunct Faculty

President House recommended that Crystal Johnson be ratified as a part-time instructor of nursing at John A. Logan College effective October 9, 2020.

Ray Hancock and Mandy Little moved and seconded that the Board of Trustees approve the adjunct faculty as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4155)

Workforce Development Staff

President House recommended that Treca McConnell be ratified as a CPR instructor at John A. Logan College effective September 1, 2020.

President House recommended that Zachary Owens be ratified as a CPR instructor at John A. Logan College effective October 1, 2020.

Jake Rendleman and Ray Hancock moved and seconded that the Board of Trustees approve the workforce development staff as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4156)

Non-Teaching Professional Grant Staff

President House recommended that Wayne Aydt be employed as a full-time, grade II, basic skills tutor (math) at John A. Logan College.

Mandy Little and Aaron Smith moved and seconded that the Board of Trustees approve the non-teaching professional grant staff as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4157)

ANNOUNCEMENTS

Chairman Bill Kilquist commended Scott Elliott, executive director of technology, for setting up the video meeting for the Board of Trustees.

Trustee Aaron Smith commended the College for pausing diversity events for review in light of the executive order. He was grateful that the College was moving forward and announced the virtual performance of *Tres Vidas* scheduled for October 28, in honor of Hispanic Heritage Month.

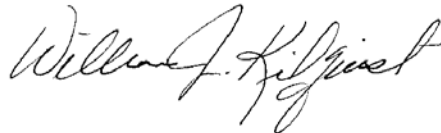
ADJOURNMENT

Mandy Little and Glenn Poshard moved and seconded that the Board of Trustees' regular meeting be adjourned.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4158)

The meeting was duly adjourned at 9:06 p.m.

Respectfully submitted: Susan May, Recording Secretary to the Board of Trustees



William J. Kilquist, Chair



Jacob "Jake" Rendleman, Secretary